Department of Workforce Development Employment and Training Division

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Scott Walker, Governor Reginald J. Newson, Secretary Scott Jansen, Division Administrator

October 14, 2013

TO: State E&I Apprenticeship Advisory Committee Members and Consultants

FROM: Owen Smith, Bureau of Apprenticeship Standards

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SUBJECT: State Electrical & Instrumentation Apprenticeship Advisory Committee Meeting

DATE: Thursday, October 24, 2013

TIME: 10:00 AM

PLACE: WTCS Foundation

One Foundation Circle

Waunakee, WI

TENTATIVE AGENDA

- 1. Call to order (open meeting)
- 2. Roll call (sign-in sheet)
- 3. Approve minutes of May 9, 2013, State E&I Apprenticeship Advisory Committee meeting
- Old Business
 - a) Review of roster
 - b) For action: Maintenance Technician Job Book
 - c) For action: position descriptions for BAS website
 - d) SAGE Finale
 - e) 2014 Apprenticeship Conference
 - Update
 Hall of Fa
 - Hall of Fame Award nomination form
 Trade point of contact for Apprenticeship Expo
 - Workshops
 - f) Other
- New Business
 - a) Letter of Recognition from U.S. Dept of Labor
 - b) Council Activities
 - Mentoring Program
 K-12 Outreach
 - Online Orientation
 Cultural Competency Course
 - c) Focus group to review Industrial Electrician Job Book
 - d) Other

- 6. WTCS Update
- 7. Electrical & Instrumentation Apprenticeship Program Participants
 - a. Current participants
 - b. Update on web reporting software
 - c. "Employment Projections: Industries of Interest to Apprenticeship" (updated version)
- 8. Next Meeting Date
- 9. Adjourn